

Situational Analysis + Version 2

Instructional Sample

Facility name: Training Facility

ID: NL2423

Survey Start Date: _____

Name: _____

Section 1: Facility Information

1.1: Residential address

Street name and building number

1.2: Zip code residential address

Zip code or Postal code

1.3: City residential address

City name

1.4: Location

URBAN: Inside a town, including the suburbs

PERI-URBAN: Immediately adjoining an urban area, between the suburbs and the country side

RURAL: In the country side

- Urban
- Peri-Urban
- Rural

1.5: Name of owner/group

Dr. Charles Drew
(or) Company name

1.6: Name manager

1.7: Name contact person

1.8: Landline/mobile phone of contact person

1.9: E-mail of contact person

If the facility has an administrative assistant or office staff, put contact information here. If not, put information for owner.

1.10: Gender of owner

- Male
- Female

1.11: Type of ownership

- Private
- Public/Government
- NGO/Faith Based
- Other, specify _____

1.12: Functional computers

1.12.1: Type the number of functional computers

1.13: Is there an internet connection at the Clinic

- Yes
- No

1.14: Estimated Size of catchment area

1.14.1: Nr of persons

Number of people who could be reached or served by this facility.

Section 2: Access to Care

2.1: Select the income groups that the facility provides services to, indicating the percentages of clients for each group. The total should add up to 100%

Very low incomeLSM 1-2, social class E

LivelihoodSubsistence farming, live stock and/or money from relatives.
HousingTraditional or simple structures, commonly without water or electricity.
EducationFormal education is rare, usually illiterate.
PossessionsRadio, bicycle, wheel barrow, paraffin stove.

Low incomeLSM 3-5, social class D

LivelihoodSmall parcel of agricultural land or small businesses, often irregular income.
HousingHouses made of cement bricks, metal and/or wood, some with blair toilet or pit latrine. Few have electricity.
EducationFrom limited literacy to a household head with (some) secondary level education.
PossessionsSmall piece of land for a few goats and chicken, or a few crops.

Middle incomeLSM 6-8, social class C2

LivelihoodBreadwinner’s salary.
HousingModern materials such as bricks, with electricity. Possibly tap water and (inside/outside) flush toilet.
EducationChief wage earner has completed secondary level education.
PossessionsTV, radio, Some have a refrigerator, CD/video player.

High IncomeLSM 9 and above, social class C1 and above

LivelihoodBreadwinner(s) has/have permanent/fulltime employment.
HousingMinimally brick houses with inside flush toilet and running tap water. Possibly domestic staff.
EducationHousehold members have minimally secondary education.
PossessionsVehicle, internet and email, possible domestic staff.

2.1.1: Very poor	<input type="text"/>	(%)
2.1.2: Poor	<input type="text"/>	(%)
2.1.3: Middle Income	<input type="text"/>	(%)
2.1.4: High Income	<input type="text"/>	(%)

2.2: Hours at which a full service is offered

2.2.1: Monday to Friday

- 24 hours
- between 12-24 hours
- less than 12 hours

2.2.2: Saturday

- 24 hours
- between 12-24 hours
- less than 12 hours

2.2.3: Sunday and public holidays

- 24 hours
- between 12-24 hours
- less than 12 hours

2.3: Are after hours services offered?

- Yes
- No
- Not applicable

2.4: What is the distance to the nearest comparable health facility?

- < 30 min
- 30-60 min
- 1-3 hours
- > 3 hours

Section 3: Clinic Activities/Services

3.1: Clinical activities per month (average of past 6 months)

3.1.1: Total number of visits to clinic (outpatient + inpatient)

 per month

Note: Total of 3.1.2 and 3.1.3 should correspond to total number of visits to clinic (3.1.1)

3.1.2: Number of admissions including observation

 per month

3.1.3: Number of Outpatient Department (OPD) visits

 per month

Note: Total of 3.1.4-3.1.7 should correspond to total number of visits to clinic (3.1.1)

3.1.4: Total number of adult male patient visits (outpatient + inpatient)

 per month

3.1.5: Total number of adult female patient visits (outpatient + inpatient)

 per month

3.1.6: PHC headcount of patient visits under 5 years

 per month

3.1.7: PHC headcount of patient visits between 5-18 years

 per month

PHC headcount is the same as patient visits

3.2: Clinical activities per month (average of past 6 months)

3.2.1: Number of OPD consulting rooms

Outpatient Department rooms

3.2.2: Number of pharmacies

Usually number = 0 or 1

3.2.3: Number of laboratories

Usually number = 0 or 1

3.2.4: Number of wards

A ward is a more or less separate space where patients stay for treatment and observation of the result of the treatment. In bigger facilities, there are separate wards for the various types of patients. Commonly seen: male ward, female ward (sometimes divided in surgical and medical wards), paediatric ward and maternity ward.

3.2.5: Number of admission beds (excluding observation beds)

Patients are admitted into an admission bed when they have been allocated a bed to stay, medication has been administered or any other treatment has been initiated. The result of the treatment should be monitored.

3.2.6: Number of observation beds

Patients are admitted for observation if they are invited to stay in the facility to monitor their condition, in order to make a decision about which treatment, if any treatment at all, is needed.

3.2.7: Average bed occupancy rate

(%)

Bed Occupancy Rate = inpatient days/bed days (x100%).
Inpatient days = number of admissions in a month x average length of stay.
Bed days = number of beds x number of days in the month.

Calculate inpatient days using admissions & avg. length of stay

3.2.8: Average length of inpatient stay

(days)

3.2.9: Number of major operation theatres

A major operating theatre is a room specifically for use by the anaesthesia and surgical teams. Major surgery is performed in this room, for instance Caesarean sections.

For list of major/minor operations see page 9 (Section 3.9)

3.2.10: Number of minor operation theatres

A minor operating theatre is used for minor surgical cases. General anaesthesia using inhalation techniques is not done in this room. Sometimes this is called the procedure room. Examples of minor surgical cases are: incision and drainage of abscesses (I&D), Manual Vacuum Extraction (MVA), suturing.

3.2.11: Number of major surgical procedures

per month

Major surgical procedures are procedures with considerable risk to the patient, under general anaesthesia and requiring advanced training skills.

For list of major/minor operations see page 9 (Section 3.9)

3.2.12: Number of minor surgical procedures

per month

Minor surgical procedures can be done under local anaesthesia or procedural sedation and analgesia (including ketamine). These procedures take less time in general than major procedures and can be done by other health workers than members of the surgical team only (provided they have been trained properly).

3.3: Clinical activities per month (average of past 6 months)

3.3.1: Number of prescriptions issued

per month

A prescription is an instruction written by a medical practitioner that authorizes a patient to be issued with a medicine or treatment. Each medicine needs its own prescription, so for example if a patient with respiratory tract infection is prescribed with paracetamol and amoxicillin, this counts for two prescriptions.

3.3.2: Number of patient visits for X-ray department

per month

3.3.3: Number of malaria tests

per month

3.3.4: Total number of lab tests

per month

A laboratory test is a procedure, that is intended to detect, identify, or quantify one or more significant substances, evaluate organ functions, or establish the nature of a condition or disease. Most laboratory tests are done inside a laboratory, but this definition also includes tests that are done outside a laboratory, like malaria rapid tests, HIV tests, urine strips, pregnancy tests etc.

3.4: Clinical activities per month (average of past 6 months)

3.4.1: Number of patients screened for tuberculosis (AFB)

per month

3.4.2: Number of patients tested for HIV

per month

3.4.3: Number of patients tested positive for HIV

per month

3.4.4: Number of pregnant women tested for HIV

per month

3.4.5: Number of patients on PMTCT (Preventing Mother-to-child transmission of HIV)

per month

3.4.6: Number of patients visiting VCT (Voluntary Counselling and Testing)

per month

3.4.7: Number of PICT (Provider Initiated Counselling and Testing)

per month

3.4.8: Number of patients on Antiretroviral treatment (ART) first line

per month

3.4.9: Number of patients on Antiretroviral treatment (ART) second line

per month

3.5: Clinical activities per month (average of past 6 months)

3.5.1: Number of female condoms distributed

per month

3.5.2: Number of male condoms distributed

per month

3.5.3: Number of patients tested for sexually transmitted diseases

per month

3.5.4: Number of patients attending family planning clinic

per month

3.5.5: Number of Antenatal Care (ANC) patients

If a patient comes multiple times, only count once.

per month

3.5.6: Number of ultrasounds

per month

3.5.7: Number of normal deliveries

per month

3.5.8: Number of caesarean sections

Number C-Sections must be less than number of major surgical procedures

per month

3.5.9: Number of children visits specifically for growth monitoring

per month

3.5.10: Number of babies/children immunized

per month

3.6: Clinical activities per month (average of past 6 months)

3.6.1: Number of cervical screenings

per month

3.7: Clinical activities per month (average of past 6 months)

3.7.1: Number of circumcisions

per month

3.8: Most common diagnostic services and lab tests

Select up to the 10 most common conditions diagnosed/treated and Lab tests for the facility.

3.8.1: Top 10 Conditions diagnosed/treated

- Malaria
- Urinary Tract Infections (UTI)
- Diarrhoea
- Typhoid Fever
- Upper Respiratory Tract Infection
- Hypertension
- Diabetes
- Gastroenteritis
- Ear/Eye infections
- Anaemia
- HIV/AIDS
- Skin Diseases
- Lower respiratory tract infection
- Brucellosis
- Asthma
- Pelvic Inflammatory Disease
- Road Traffic Accidents
- Worm Infestation
- Peptic Ulcer Disease
- Injuries (not caused by road accidents)
- Arthritis
- Sexually Transmitted Diseases

3.8.2: Top 10 Lab tests

- Full Blood Count (FBC)
- Hemoglobin (Hb)
- Hematocrit (Ht)
- Blood grouping ABO [Rh+]
- Glucose
- Creatinine
- ESR (erythrocyte sedimentation rate)
- ALAT (ASAT)
- Bilirubin total (BIL)
- Albumin (ALB)
- Cholesterol (Chol)
- HDL
- Triglycerides (TG)
- Pregnancy test (PT)
- Urinalysis [multiparameter] (Urinalysis)
- Malaria [Blood Slide] (MALBS)
- Urine [Microscopy] (URINEMICRO)
- AFB Sputum [Microscopy] (AFBMICRO)
- Stool [Microscopy] (STOOLMICRO)
- Widal (WIDAL)
- HIV Rapid Test (HIVRDT)
- Syphilis (RPRVDRL)
- Hepatitis B surface antigen (HepBAG)
- Sickle Cell Test (SICKLE)
- Culture and Sensitivity (CS)
- Rheumatoid factor
- Malaria Rapid Test
- Brucella Antigen Test

3.9: Top 5 major surgical procedures performed

- Caesarian section
- Uterine rupture/ectopic pregnancy
- Skin grafting & contracture release
- Hernia repair
- Hydrocoelectomy
- Laparotomy for acute abdomen
- Curettage for chronic osteomyelitis
- Amputation
- Club foot repair

3.10: Top 5 minor surgical procedures performed

- Biopsies & needle aspiration
- Male circumcision
- Incision & Drainage of abscesses
- Suturing (including episiotomy), laceration & wound management
- Burns management
- Removal of foreign body
- Suprapubic puncture/cystotomy
- Fracture immobilisation
- Fracture reduction
- Peripheral venous cut down
- Manual Vacuum Aspiration
- Dilatation and Curettage for retained products of conception (D&C)
- Chest tube insertion
- Cricothyroidotomy/tracheostomy

Section 4: Personnel/Vacancies

Full-time equivalent (FTE) indicates the workload of a staff. An FTE of 1.0 reflects one full-time worker (40 hours per week), and 0.5FTE represents a part time staff (20 hours per week).
E.g: two fulltime doctors and one part time doctor are reported here as: 2.5FTE.

	Staff on payroll	Vacancies	On locum staff
4.1: Number of medical practitioners (doctors)			
4.2: Number of medical officers			
4.3: Number of specialist doctors			
4.4: Number of Clinical officers			
4.5: Number of registered nurses			
4.6: Number of nurse assistants/nurse aids			
4.7: Number of registered midwives			
4.8: Number of pharmacists			
4.9: Number of pharmacy technicians/assistants			
4.10: Number of laboratory technologists			
4.11: Number of laboratory technicians/assistants			
4.12: Number of dentists			
4.13: Number of radiographers			
4.14: Number of comm healthworkers			
4.15: Number of HIV/AIDS clinicians			
4.16: Number of VCT counsellors			
4.17: Number of support staff			
4.18: Number of other personnel			
4.19: Total number of staff			

Section 5: Financial Information

5.1: Provide salary per month for

5.1.1: Medical practitioners (doctors)	Monthly salary in local currency	<input type="text"/>	in local currency
5.1.2: Registered nurses		<input type="text"/>	in local currency
5.1.3: Pharmacists		<input type="text"/>	in local currency
5.1.4: Laboratory technologists		<input type="text"/>	in local currency
5.1.5: Registered midwives		<input type="text"/>	in local currency

5.2: Provide consumer prices of treatments

Price for out of pocket payment.

5.2.1: Consultation	Prices in local currency	<input type="text"/>	in local currency
5.2.2: Normal delivery		<input type="text"/>	in local currency

Section 6: Financial Data

This section is designed to register business performance of the facility for the previous six months. It requires monthly data on revenues (sales), number of in-patient department (IPD) visits and number of out-patient department (ODP) visits.

6.1: Latest month with full data

6.1.1: Year

In this example, data is from
January to June 2014

2014

6.1.2: Month

June

6.2: Data for _____

Data for January

6.2.1: Number of IPD Visits

6.2.2: Number of OPD Visits

6.2.3: Revenue

in local currency

6.3: Data for _____

Data for February

6.3.1: Number of IPD Visits

6.3.2: Number of OPD Visits

6.3.3: Revenue

in local currency

6.4: Data for _____

Data for March

6.4.1: Number of IPD Visits

6.4.2: Number of OPD Visits

6.4.3: Revenue

in local currency

6.5: Data for _____

Data for April

6.5.1: Number of IPD Visits

6.5.2: Number of OPD Visits

6.5.3: Revenue

in local currency

6.6: Data for _____

Data for May

6.6.1: Number of IPD Visits

6.6.2: Number of OPD Visits

6.6.3: Revenue

in local currency

6.7: Data for _____

Data for June

6.7.1: Number of IPD Visits

6.7.2: Number of OPD Visits

6.7.3: Revenue

in local currency